



EVANSTON TOWNSHIP HIGH SCHOOL

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Business Office

December 17, 2012

Marlene H. Dortch, Secretary
Federal Communications Commission
Office of the Secretary
c/o Natek
236 Massachusetts Avenue, NE, Suite 110
Washington, DC 20002

Dear Ms. Dortch,

Please accept this letter as a request for a waiver of the submission of Form 471 for the 2012 funding year. Due to a hectic budget planning and data gathering session which took place during the open window timeframe of Form 471, the deadline was overlooked. At that time the process required a heavy focus on the school budget requests and processing of an enormous amount of data, many documents flowed to my office along with email submissions.

Should you have any questions please feel free to contact me at 847-424-7311.

Respectfully submitted,


Kimberly M. Henry

Supv. of A/P & Purchasing